25X1

3 September 1981

MEMORANDUM FOR THE RECORD

25X1   FROM:

SUBJECT: Point Paper Development and Format

File
IHSA
Strategic
planning

        In pursuit of the IHSA Strategic Planning Goal to pro-
vide the Agency with modern Information Services, working/
discussion groups will be convened during the fall of 1981.
(They are anticipated to commence circa the week of 5 October
and conclude circa mid-December.) These groups will delineate
the goal issues for Automated Information Services within
the five separate categories as identified below. Implementation
issues such as system requirements, organizational impact
questions and design "goodness" parameters may be treated
during a later phase of the strategic planning process, which
follows in 1982, but should be judiciously avoided during
the goal setting phases. To give direction, guidance and
focus to the goal issue groups, point papers covering selected
issue categories will be developed in the following order.

   1)   Information Handling Facilities
        (Candidate Discussion Chairman -   IHSA)   25X1

        (1)   Terminals (including low order Graphics)

        (2)   Databases (Manipulation and Retrieval,
              also Graphics)

        (3)   Data Distribution, Dissemination and Access

        (4)   Communications and Carrier Links

   2)   Continuity and Contingency
        (Candidate Discussion Chairman -   DDS&T)   25X1

        (1)   Surge

        (2)   Interoperability under stressed conditions

        (3)   Robustness

              (a)   Reliability/Availability

              (b)   Survivability (exclusive of PD-58
                    and NIEPS planning)

3) Technical and Scientific Facilities
   (Candidate Discussion Chairman - [_____] NFAC)   25X1

    (1)   Modeling

    (2)   Computer-Aided Design

    (3)   Signal and Mathematical Analysis

    (4)   Special Machinery

4) User Productivity and Support
   (Candidate Discussion Chairman - [_____] NFAC)   25X1

    (1)   Computer-Aided Instruction

    (2)   Higher Order Languages

    (3)   Data Base Languages

    (4)   System Utilities

    (5)   Implementation Support

5) Information Protection and Management
   (Candidate Discussion Chairman - [_____] DDO)   25X1

    (1)   Security

    (2)   Compartmentation

    (3)   Accountability

    (4)   Accumulation

    (5)   Destruction/Archiving

NOTE: A cognizant member of the IHSA staff will serve as
      executive secretary for each discussion group.

Each point paper will be developed using a "cover memorandum"
which addresses goal issues for that paper from the system
(or category) perspective. These include but are not limited
to the following introductory/overview topics:

    Review of the Process

    Definition of the Concern

    Area Objectives for that Subject

    Status at the Systems Level

and at least the following concluding goal issues:

> Qualitative Priority Summarizations
>
> Goal Qualifying Indicators or Endorsements

The subcategories of each point paper category will be developed in the form of annexes to the memorandum using the following general outline:

a) Definition and Objectives

b) Status

c) Issues

d) Questions

In each case, the point paper should be developed such that its content will guide the implementation issue working groups in the next phase, while leaving sufficient latitude for maneuverability on the part of participants. It is anticipated that the first of the "Implementation Issue" working groups will convene early in January 1982, thus allowing for all of the developmental stages of the strategic plan to be wrapped up by the end of March 1982. Delivery of the rough draft for the IHSA strategic plan for Information Services is anticipated about 1 June 1982.

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PHASE II: IMPLEMENTATION PLANNING SUBJECTS

✔ 1. Data Base Management
      - DBMSs
      - DBA

2. Dissemination and Distribution

✔ 3. Terminals

✔ 4. Central Processors Architecture

5. Scientific and Technical Facilities

6. Network Architecture
      - Domestic
      - Overseas

7. Communications Architecture
      - External
      - Internal

8. Information Protection and Management
      - Security
      - Accumulation and disposition management

9. Software System/Program Development Environment

10. Graphics Facilities and Functionalities

PLAN FOR IHSS STRATEGIC PLAN

TASK	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Phase I: Objectives Def.												
Working Group Session(Phased)												
Synthesis												
Report to Sr. Mgt.												
Phase II: Implementation Planning												
Dev. of Planning Guidance												
Planning (Parallel)												
Dev. of Rough Draft Strategic Plan												
Report to Sr. Mgt.												
Phase III: Reconciliation												
Reconcilation with Budget												
Dev. of Final Report												
Rpt. to Sr. Mgt.												

85 thru 89
83 Base...